

SAP 29.01.03.T0.17 Use of Peer-to-Peer Sharing Software



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Procedure Statement

This Standard Administrative Procedure (SAP) describes requirements related to the appropriate use of peer-to-peer (P2P) file-sharing software.

Reason for Procedure

As an institution of higher education, Tarleton State University (Tarleton) permits use of all software of this type, as long as the software is appropriately licensed, and its use does not violate any university rules or procedures, system policies or regulations, or federal/state laws. Generally, P2P software should be used only for legitimate university business. However, as with other software, brief and occasional personal use of P2P software is allowable if such use is in accordance with the rule for incidental use ([University Rule 29.01.03.T2 – Incidental Computer Use](#)). Use of P2P file-sharing software may require special attention by individual users in order to prevent the unintended and inappropriate distribution of files.

Procedures and Responsibilities

- 1.1 This SAP applies to all individually or university owned computing systems attached to the Tarleton network. The intended audience includes all university network users.
- 1.2 Any university network user using P2P file sharing software should be thoroughly familiar with the proper use, options and default settings of the particular P2P program. The user must ensure that the P2P program configuration does not allow automatic/unintended file sharing.
- 1.3 Insecurely configured file sharing programs may be cause for removal of network access from the hosting computer. This includes, but is not limited to, Windows file sharing with no password and other systems with unauthenticated and/or unrestricted uploading and/or downloading capabilities.
- 1.4 For instances in which the department is the owner-custodian or custodian of a system using P2P software, the department is responsible for ensuring compliance with this procedure.

- 1.5 Any violation or inappropriate use of P2P file sharing software shall be reported in accordance with [Electronic Information Resource Complaints \(Rule 29.01.03.T3\)](#).
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Related Statutes, Policies, or Requirements

[Tarleton SAP 29.01.03.T0.19, Security of Electronic Information Resources](#)

[Tarleton Rule 29.01.03.T2, Incidental Computer Use](#)

[Tarleton Rule 29.01.03.T3, Electronic Information Resource Complaints](#)

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